



# TOWN OF SURF CITY

## May 3, 2019 BUDGET MEETING MINUTES

### *Agenda*

*9:00 AM / Friday, May 3, 2019*

*Surf City Welcome Center, 102 N. Shore Drive*

### **Members Present:**

Mayor Douglas C. Medlin

Mayor Pro-Tem William J. (Buddy) Fowler

Nelva Albury

Donald Helms

Teresa Batts

Jeremy Shugarts

### **Call to Order**

Mayor Douglas C. Medlin, Mayor

### **Invocation & Pledge**

### **Introductions & Welcome**

### **Work Plan**

1. FY 2019-2020 Budget

### **Town Council Work Plan Items:**

1. **FY 2019-2020 Budget**

Mrs. Loftis explained to the council the submitted documents are departmental request for needs and/or wants. Some of the items can be paid for in one fiscal year and other items are capital items that are items that are saved for as five-year plans. The blue color is factored into the budget and the green color stands for a possibility. Some of the green extends into other columns which stands for how long the item could potentially be prolonged for before the purchase would be an absolute must.

### Capital Improvement Plan:

The items listed below are items that could possibly be funded this year per council approval they are current wants and/or needs per department.

### IT:

Police: Digital Speed Trailer – Digital Message Board

Mrs. Loftis explained this message board would be a cost share among different departments. The message board could be used for many notification instances as well as our special events. In the past we

have borrowed them from different companies or NCDOT, but during the hurricane they were our real asset and are needed.

Emergency Management: New Vehicle with EM upgrades.

Mrs. Batts stated that the EM vehicle cost less than the police departments.

Mrs. Loftis explained that it was because of the upgrades and equipment to the police vehicles.

Mr. Fowler, Mr. Helms and Mr. Shugarts came to the consensus to provide a vehicle that has effective and efficient for the department needs.

There was communication on lease vs. purchasing through state contract. Mrs. Loftis explained that though state contract it is cheaper to purchase than lease.

Facilities & Grounds: Major Road Improvements – New Vehicle – Welcome Center Improvements – Roland Ave. Bathroom Improvements

There was a consensus of not taking any parking spaces at Roland Ave. with improvements.

Mr. Fowler discussed the possibility of making the bathroom unisex as the ladies' lines are always longer than the men's and in many instances the ladies use the men's restroom to avoid long lines.

Mr. Shugarts asked about chipping in on a piece of equipment with NCDOT for cleaning the bridge.

Mrs. Loftis explained that we will have a cost share contract with NCDOT as they already have a contractor with this specific size equipment. The town is current working on the contract. The cost of the is estimated at \$5,000.

Mr. Shugarts stated instead of buying a tremble for community development that the town should buy the equipment to clean the bridge for \$5,000.

Mrs. Loftis explained that staffing is another issue this is a machine that has to be pushed this is for the multi-use path not the bike lanes.

Mr. Helms stated we need to let review the NCDOT contract before we jump into purchasing a \$5,000 piece of equipment.

Mr. Shugarts explained that if we wait till July then it's too late because we are in another budget season. He stated that the police could follow the staff in the vacuum truck as an escort.

Mr. Merritt explained that safety is a major issue for our staff, and it backs traffic up but that could be of timing.

Mr. Helms stated that with previous highway safety experience our staff does not need to be on that bridge in the bike lanes cleaning as this is a major safety concern. He was persistent on waiting on NCDOT for contract review. He asked that the \$5,000 be added to the budget just in case the agreement with NCDOT does not work out then we can move forward with a purchase.

Community Development: Tremble GIS

Parks & Recreation: Disc Golf Course Addition - Playground Upgrades

Mrs. Nelva ask for this item to be put on hold till the end of the budget process and if there is monies left to designate to this project.

Mrs. Loftis explained that we do have the opportunity for a 50% grant match for playground equipment at Soundside Park. The current equipment is rusted and band-aided and needs to be replaced. The funds must be approved in the budget to apply for the grant.

Mr. Fowler stated that the Parks & Recreation advisory committee has reviewed the equipment and the re-location, and they have approved.

Water & Sewer: Wastewater Plant Expansion & Juniper Swamp Phase II – Additional Well – New Vehicle – Relocation of Automatic Valve – Disposal Brine

Mrs. Loftis explained this is the second phase to our most recent USDA water sewer extension project on Hwy 17 and the new school. We need to do these items as we are in need of capacity for sewer treatment and disposal. We need to proceed with the upgrades inside of the current plant and at some point, we will have to expand the plant as a whole, which this is tingent on how much spray area we have on Hwy 50 at Juniper Swamp.

Mr. Smith stated the critical timing is disposal and this needs to happen fist.

Mrs. Loftis stated that recent legislation changed and now the development fees all go towards water and sewer upgrades/improvements. This new procedure is designed to lower the amount of funds municipalities will have to borrow for water and sewer projects. Currently the town has three high functioning wells but additional well is needed for a backup. With the new growth we have going on we need to get ahead of the game, the funds requested this year are for the engineering.

Mr. Helms stated the vehicles are public works are more than wore out and most are over ten years old. He asked if they could get two?

Mrs. Loftis stated she would have to check with David Price to see if this cost if for one or two. The relocation of the automatic valve would provide for the water flow that we need for the island and the proper fire flow for the new school.

Mr. Helms, Mayor & Mr. Fowler agreed to defiantly move forward with the relocation of the valve.

Mrs. Loftis explained that we have had a study on brine removal from the plant which has been a continuing issue and does take up some of our paper capacity. There are multiple different ways to dispose of the brine, we have had many conversations with our engineer, and we are working towards a final project conclusion, so we can move forward with final cost.

Steve Smith with Public Works stated this could give us potentially another 100,000 gallons. He explained there are two options; a small land application system or a discharge permit. The land application is more of a guarantee.

Mr. Fowler stated we are in great need of waste disposal; we need to look at this water & sewer as the lifeline as we grow those that can be funded this year need to move forward an the others added as a priority next year.

Beach Nourishment: Shoreline Protection

Mrs. Loftis explained we are still working with Chris Gibson and perusing nourishment this fall.

Fire Department: 2 Replacement of Engine 23 – Self Contained Breathing Apparatus – Rescue Tools– Thermal Imaging Camera – Mobile Two-Way Radios

Fire Chief Wilson explained that this engine has had some high maintenance cost over the past year. The ideal would be to surplus the reserve engine and use those funds towards the purchase of a new engine. The second engine request would be to replace the 2007 engine. The self-contained breathing apparatus is on a mandated replacement we got new ones in 2005 but as this is a large capital item the department requested reserve funds for this. Currently the town has three primary sets of rescue tools; one is borrowed, and one is non-operational and need to be replaced.

Mrs. Loftis explained the rescue tools are an annual item. The thermal imaging camera was cut from last year's budget and he is requesting this item again. The two-way radios are not available for all fire fighters and this would make communication much easier.

Fire House: Station 23 Kitchen & Bathroom Remodel – Station 25 Upstairs Remodel for EOC

Fire Personnel: Administrative Captain

Mrs. Loftis stated this would be for code enforcement and safety officer response, this would take some duties off of Asst. Chief Hobbs. Chief Hobbs currently carries two full loads and these duties are pushed down onto full-time staff on four-day rotations.

Mrs. Albury made a motion to adjourn. Mr. Helms seconded the motion.

Mrs. Loftis requested to council re-convene.

Mr. Shugarts left the meeting.

Mrs. Batts asked about the new town hall.

Mrs. Loftis explained this is part of FEMA 428 program. We are working with FEMA to give them an actual true cost for replacement and re-construction of the old town hall. These estimates are then calculated and reviewed by FEMA and they give us the new funding for the new location, these funds are estimated at \$3 million. The Golden Leaf Foundation has granted the town \$2.5 million for the new town hall and Emergency Operations Center.

Mrs. Loftis asked council about the cost for the \$13,000 to stay an active participant in the federal WWDRA project. The Army Corps of Engineers is requiring a cost share update for 2019.

Mrs. Batts explained that we have worked on this project for almost 20 years and have not received any funding or a new construction start, but this is an item that collaborates with N. Topsail Beach and if ever federally funded would nourish both towns.

Mrs. Albury made a motion to fund the item only if other immediate needs were first met. Mr. Helms seconded the motion and it was carried.

Mrs. Batts made a motion to adjourn. Mrs. Albury seconded the motion and it was carried.